

## BUFFALO COUNTY PUBLIC MEETING MINUTES

**Community/Board:** Community Justice Services – Buffalo and Pepin Counties

**Date of Meeting:** Friday, October 12, 2018

**Electronic and Hard Copy Filing Date:** Wednesday, October 23, 2018

**Location:** CJS Department  
Buffalo County Courthouse  
Room 2400, 2<sup>nd</sup> Floor CJS Office  
407 S. 2<sup>nd</sup> St.  
Alma, WI 5461

Meeting called to order by Brenda Berning at 8:30 a.m.

**MEMBERS PRESENT:** Members present Tanisha Bautch, Brenda Berning, Craig Brooks, Judge Clark, Mike Osmond, Dave Rynders and Phil Wicktor.

**Minutes** – Judge Clark made motion to approve September 14, 2018 minutes as presented, second by Mr. Osmond. Motion carried

**Financial Report** – Ms. Berning reviewed the September, 2018 CJS Financial Report. Mr. Brooks made motion to approve September, 2018 financial report as presented second by Mr. Wicktor.

**Coordinator's Report** – Ms. Berning presented the CJS Coordinator's Report as follows: CJS Client Data; CJS Transportation; 2019 TAD grant submitted – reviewed project design table; 2019 Budget; 2019 Goals (revise CJS Data Log, develop debt collection, pre-charge/pre-arrest diversion program, put CJS on county website); Supervised Diversion Program Policies and Procedures modified to include phases – Mr. Brooks made motion to approve revised SDP Policies and Procedures as presented second by Mr. Wicktor; Diversion Standards Training.

**Next Meeting: Friday, November 9, 2018, 8:30 a.m. – 10:30 a.m., Alma CJS Office (second Friday of every month).**

**Submitted by Brenda Berning, CJS Coordinator**

Brenda Berning